

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

13

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 03/15/2018		2. CONTRACT NO. (If any) EP-C-16-008		6. SHIP TO: a. NAME OF CONSIGNEE CPD	
3. ORDER NO. 0008		4. REQUISITION/REFERENCE NO. PR-OW-18-00193			
5. ISSUING OFFICE (Address correspondence to) CPD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268				b. STREET ADDRESS US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD	
				c. CITY Cincinnati	e. ZIP CODE 45268
7. TO: William J Arnold				f. SHIP VIA	
a. NAME OF CONTRACTOR GREAT LAKES ENVIRONMENTAL CENTER, INC.				8. TYPE OF ORDER	
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
c. STREET ADDRESS 739 HASTINGS STREET				Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
d. CITY TRAVERSE CITY		e. STATE MI	f. ZIP CODE 496863458		
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE	

11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT Destination	
<input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 1 Days After Award	
a. INSPECTION Destination	b. ACCEPTANCE Destination			16. DISCOUNT TERMS	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 800884181 TOCOR: Greg Serenbetz Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME RTP Finance Center						\$87,678.00 17(i) GRAND TOTAL
	b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts						
c. CITY Durham				d. STATE NC	e. ZIP CODE 27711		

22. UNITED STATES OF AMERICA BY (Signature) 03/15/2018

ELECTRONIC SIGNATURE

23. NAME (Typed)
Sandra Stargardt-Licis
TITLE: CONTRACTING/ORDERING OFFICER

ORDER FOR SUPPLIES OR SERVICES

SCHEDULE - CONTINUATION

PAGE NO
2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 03/15/2018	CONTRACT NO. EP-C-16-008	ORDER NO. 0008
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>Admin Office: CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268</p> <p>Accounting Info: 17-18-B-87FM-202BD4XPQ-2505-1787ME7042-001 BFY: 17 EFY: 18 Fund: B Budget Org: 87FM Program (PRC): 202BD4XPQ Budget (BOC): 2505 DCN - Line ID: 1787ME7042-001 Period of Performance: 05/27/2016 to 05/26/2021</p> <p>Base Period: Provide Services in accordance with attached Performance Work Statement(NWCA 2016 Coefficients of Conservatism values) This task order award is a result of RFP PR-OW-17-00344.</p>				(b)(4)	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$87,678.00

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SECTION A - Solicitation/Contract Form

A-1 Clauses

A-2 EPAAR 1552.237-72 KEY PERSONNEL. (APR 1984)

Key Personnel:	(b)(4)
	(b)(4)

SECTION B - Supplies or Services/Prices

B-1 Clauses

B-2 Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE

(a) The estimated cost of this contract is (b)(4)

(b) The fixed fee is (b)(4)

(c) The total estimated cost and fixed fee is \$87,678.

B-3 Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 11/30/2018.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds

Funding Action Estimated Cost Fixed Fee Total CPFF

Previous Amount \$0

This Modification (b)(4)

Total Funded (b)(4)

Total Per Contract \$87,678

Balance Unfunded \$0

SECTION C - Description/Specifications

C-1 Clauses

SECTION D - Packaging and Marking

D-1 Clauses

SECTION E - Inspection and Acceptance

E-1 Clauses

SECTION F - Deliveries or Performance

F-1 Clauses

F-2 Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE

The period of performance of this contract shall be from 03/14/2018 through 11/30/2018 inclusive of all required reports.

SECTION G - Contract Administration Data

G-1 Clauses

G-2 Local Clauses EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

Contract-Level Contracting Officers Representatives (CORs)/Project Officers for this contract are as follows:

TOCOR: Greg Serenbetz, Telephone: 202-566-1253, E-mail: Serenbetz.Gregg@epa.gov

ATOCORDanielle Grunzke, Telephone: 202-566-2876, E-mail: grunzke.danielle@epa.gov

Contracting Officials responsible for administering this contract are as follows:

Contracting Officer: Sandy Licis, Telephone: 513-487-2006 E-mail: Licis.Sandy@epa.gov

Contract Specialist: D'Andre Boulden, Telephone: 513-487-2079, E-mail: Boulden.DAndre@epa.gov

SECTION H - Special Contract Requirements

H-1 Clauses

SECTION I - Contract Clauses

I-1 Clauses

SECTION J - List of Documents, Exhibits and Other Attachments

J-1 List of Documents, Exhibits, and Other Attachments

Attachment Number	Title	Date	Number of Pages	Cross-Reference Material	Document Version
1	PWS: National Wetland Condition Assessment 2016: Vegetation Coefficients of Conservatism Values	03/08/2018	8		BASE

J-2 Clauses

**Performance Work Statement
NARS2 Contract
RFP PR-OW-17-00344
EP-C-16-008 Task Order 0008**

A. TITLE: National Wetland Condition Assessment 2016: Vegetation Coefficients of Conservatism Values

B. EPA PERSONNEL

Task Order Contracting Officer Representative (TOCOR):

Name: Gregg Serenbetz
Office: Office of Water/Office of Wetlands, Oceans & Watersheds/ WRAPD/
Monitoring and Assessment Branch
Address: 1200 Pennsylvania Avenue NW, Washington, DC 20460
Telephone: 202-566-1253
E-mail: serenbetz.gregg@epa.gov

Alternate Task Order Contracting Officer Representative (TOCOR):

Name: Danielle Grunzke
Office: Office of Water/Office of Wetlands, Oceans & Watersheds/ WRAPD/
Monitoring and Analysis Branch
Address: 1200 Pennsylvania Avenue NW, Washington, DC 20460
Telephone: 202-566-2876
E-mail: grunzke.danielle@epa.gov

C. ESTIMATED PERIOD OF PERFORMANCE

Date of Award – November 30, 2018

D. TASK ORDER TYPE

Cost plus Fixed Fee (CPFF)

I. BACKGROUND:

The U.S. EPA, states, and other partners are conducting the second National Wetland Condition Assessment (NWCA). The survey is designed to evaluate the ecological condition of wetlands across the conterminous United States. Field crews collected biological, physical, and chemical data at 1,063 freshwater and brackish wetland sites during the spring and summer of 2016. These data are used to develop and calculate indicators of condition and stress for the population of assessed wetlands at national and regional scales.

An important indicator of biological condition for NWCA is a vegetation multi-metric index derived from the presence and cover of plant species observed at each wetland site and certain

traits assigned to each plant species. These traits include whether it is native to the location it was observed (“native status”) and its tendency to occur in disturbed versus near pristine conditions (“coefficient of conservatism” or “C-value”). C-values are thus needed for every plant observed in NWCA.

Unfortunately, C-values for individual species are not available for all states or regions where NWCA sampling occurred. For the first NWCA survey in 2011, U.S. EPA derived C-values for states lacking them by applying C-values for neighboring states and similar ecoregions. For the 2016 survey, U.S. EPA would like to assign state-level C-values for states lacking them using similar approaches as those applied in states or regions C-values already exist. The states lacking C-values occur primarily in the west and currently include Arizona, California, Idaho, Nevada, New Mexico, Oregon, Texas, and Utah.

A common approach used to assign C-values for plant species is to assemble a large panel of botanical and ecological experts (e.g., 15 or more) with field-based knowledge of the plants in the regions of interest. Panel members are given explicit written instructions on the criteria to be followed for assigning C-values, and these criteria are often explained to the panelists during a webinar or in-person workshop. Assignment of C-values is often accomplished in one of two ways: 1) the panelists make assignments for individual plant species by consensus during multi-day meetings, or 2) the assignments are made separately by each botanist and the resulting C-values for individual species are synthesized and assessed to determine if there is agreement (i.e., assigned values for a species are within 2-3 points on 10-point scale) or not. For species where the C-values are widely dissimilar, a reconciliation process is used to assign a final C-value. In some cases, webinars and conference calls must be held to accommodate schedules of the experts.

II. PURPOSE

The purpose of this task order is to assign state-level C-values for plants observed at NWCA sampling sites for states or regions of the country where they do not already exist. The types of support required for this project include technical support, C-value assignment from botanists and ecological experts with extensive field-based knowledge of wetland plants, transmittal of the results in database format, and a reconciled database at the conclusion of quality control procedures.

III. GOVERNMENT FURNISHED INFORMATION

EPA will post the following references in the NARS SharePoint site https://usepa.sharepoint.com/sites/OW_Community/nars/Contracts/ as they become available. The EPA TOCOR will provide revisions of draft documents.

- Reference 1: National Wetlands Condition Assessment 2016: Quality Assurance Project Plan. (QAPP)
- Reference 2: NWCA 2016: Field Operations Manual. (FOM)

- Reference 3: NWCA 2016: Laboratory Methods Manual. (LOM)
- Reference 4: NWCA 2011 and 2016 plant species data

IV. GENERAL REQUIREMENTS

In providing support under the tasks described in Section V, the contractor also shall adhere to the following general requirements:

1. Deliverables (see Contract PWS B.1)

Unless specified differently in the PWS or technical direction (per Contract Clause H.12), the contractor shall provide deliverables as electronic files transmitted by email.

Memoranda shall be placed on company letterhead and the subject line shall include the phrase “EPA Contract EP-C-16-0XX”. When transmitting deliverables by email, subject headers should include the contract, task order, and deliverable description (e.g., “EP-C-16-0XX TO01: QAPP Signature Pages”).

All electronic files shall be clearly named using the survey abbreviation “NWCA,” a logical abbreviation for the name of the document (e.g., CVALUES), the contractor name (abbreviated), and the date of edits to assist in version control (ex: NWCA_CVALUES_ XX_YYYYMMDD). Final versions shall be provided to EPA in both the original format (e.g., Word, PowerPoint) and PDF versions (if necessary, EPA will modify the files to be Section 508 compliant).

Unless specified differently by the EPA TOCOR in technical direction (per Contract Clause H.12), the contractor shall ensure that documentation is created using Agency standard software formats (e.g., Microsoft Office) to facilitate EPA use and review.

2. Meetings (see Contract clause C.2)

Contractor personnel shall always identify themselves as contractor employees by name and organization and physically display that information through an identification badge. Contractor personnel are prohibited from acting as the Agency’s official representative. The contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the TOCOR.

The contractor shall immediately alert the EPA TOCOR to any anticipated event under the task order which may result in incurring an estimated \$20,000 or more cost, funded by EPA, specific to that event, meeting, training, etc. Those costs would include travel of both prime and consultant personnel, planning and facilitation costs, AV and rental of venue costs, etc. The EPA TOCOR will then prepare internal approval paperwork for the event and will advise the contractor when appropriate signatures have been obtained. At that point, effort can proceed for the event.

V. SCOPE OF WORK

Task 1. Monthly progress reports (See Contract Attachment 3; PWS C.3)

The contractor shall manage the Task Order (TO) and submit monthly progress and financial reports prepared and submitted in accordance with the contract clause, Contract Attachment 3, Reports of Work. The monthly progress and financial reports shall be broken out by task. The monthly progress report shall include project status, expenditures to date, unexpected problems or concerns, lessons learned, QA/QC activities, and next steps. The contractor also shall brief the TOCOR on progress during periodic (e.g., weekly) teleconferences during periods of intense activity.

Deliverables and Schedule under Task 1:

Task	Deliverable	Due
1	Progress and financial reports	Monthly
	Calls with EPA	Per written technical direction (per Contract Clause H.12)

Task 2. Quality Assurance (Contract PWS B.2)

Quality Assurance (QA) is an important component of EPA's work to assure that minimum quality standards are attained. The contractor shall address the QA requirements of this task order by adhering to the requirements and procedures identified in:

- The contractor's customized Quality Management Plan incorporated into this NARS contract;
- NWCA QA documents which document how quality assurance and quality control will be applied to the collection of environmental data for the survey. The documents relevant to support in this task order are:
 - NWCA QAPP

As demonstration of the contractor's:

- a. Commitment to adhere to the NWCA 2016 QAPP, the contractor's survey staff shall sign the page "Review & Distribution Acknowledgment and Commitment to Implement" ("signature page") in the introductory section of the approved QAPP. Survey staff include the contractor's Quality Assurance Officer; Task Order Leader; persons coordinating C-value assignments in Task 3; and other appropriate contractor and subcontractor personnel and consultants involved in survey operations (e.g., does not include budget tracking staff).
- b. Implementation of QA in performing the other tasks in this Performance Work Statement, the contractor shall document its QA activities as follows:

- i. Reports of relevant QA activities in any deliverable. All QA documentation prepared under the task order shall be considered non-proprietary.
 - ii. Monthly reports of QA activities performed during implementation of this task order. These monthly QA reports shall identify QA activities performed to support implementation of this task order, problems encountered, deviations from the NWCA QAPP, and corrective actions taken. The contractor shall include the QA report with the monthly progress report. In addition, the contractor shall immediately bring to the attention of the TOCOR, any QA problems that may affect the conduct of the tasks or the project, with recommendations for corrective actions.
 - iii. If any revision to the QAPP would affect ongoing work or necessitate revisions to previously provided deliverables, the contractor shall immediately notify the EPA TOCOR before implementation.
- c. Unless the TOCOR grants an exception, the contractor shall refrain from publishing findings based upon work conducted under this task order. This restriction shall remain in effect until EPA provides public access to the data.

Deliverables and Schedule under Task 2:

Task	Deliverable	Due
2a.	Signature pages for approved 2016 QAPP	QAO and TOL signature pages within 5 working days after receiving copy of page with EPA's QAO signature. Signature pages for other staff must be provided within 5 working days of their assignment to the task order.
	Signature page for revised QAPP	5 working days after receiving QAO-approved revision from EPA
2.b.i	Documentation of QA activities	With deliverables
2.b.ii	Monthly reports of QA activities	With monthly progress report
2.b.iii	Notification of projected impact due to QAPP revision	Immediately upon identification of issue

Task 3. C-value research and assignment (See Contract PWS C.1.a, C.5)

The contractor shall provide technical support for the assignment of coefficients of conservatism (C-values) to wetland plant species identified in certain western states during the 2016 field season for the purposes of indicator/parameter development and data analysis. The contractor shall identify a Lead Botanical or Ecological Expert to oversee technical aspects included in the following tasks.

- a. Review and compile current information on wetland plant C-values for specified states (Arizona, California, Idaho, Nevada, New Mexico, Oregon, Texas, and Utah).
 - a. Information gathered shall include the existence of C-value lists for specified states or regions encompassing the states, the sources and availability of the C-value data, and feasibility of using them for NWCA.
- b. Based on information found under Task 3.a., develop recommendation(s) for assignment of C-values at state or regional level (e.g., sufficient information for these regions and states exists to assign C-values; these states and regions require assembling an expert panel to assign C-values).
- c. After acceptance of recommendations by TOCOR, identify botanical and ecological experts with field-based knowledge of wetland plants for states lacking C-values and convene panels to assign C-values to plants identified in NWCA.
- d. Synthesize C-values and reconcile C-value assignments which had wide disagreement across the panels of experts.

Deliverables and Schedule under Task 3:

Task	Deliverable	Due
3.a	Summary of information on existence, sources, and data availability of C-values for wetland plants in specified states	10-20 working days, per technical direction (per Contract Clause H.12).
3.b	Recommendation(s) for assignment of C-values based on state or region	5-10 working days, per technical direction (per Contract Clause H.12)
3.c	Contact information and qualifications for botanical and ecological experts identified for panel(s)	10-15 working days, per technical direction (per Contract Clause H.12)
	Convening of panel(s)	20 working days after receiving technical direction (per Contract Clause H.12)
3.d	Synthesis of C-value assignments	60 working days after convening of panel(s) (per Contract Clause H.12)
	Reconciled C-value assignments	20 working days after synthesis of C-value assignments (per Contract Clause H.12)

Task 4. Final Database (See Contract PWS C.1.a, C.5)

The contractor shall provide revised and final databases for all C-value assignments obtained, either by identification of current C-value lists or by assignment through the convening of an expert panel, under Task 3. The contractor shall provide:

- a. Responses to EPA's questions about the C-value assignments and database elements, as conveyed by the EPA TOCOR's technical direction.

- b. Revised databases that incorporate changes based upon EPA’s review of the data identified by the EPA TOCOR’s technical direction.
- c. Final database that incorporates revisions identified by the EPA TOCOR’s technical direction.

Deliverables and Schedule under Task 4:

Task	Deliverable	Due
4.a	Email with responses to data questions	1-5 working days, per technical direction (per Contract Clause H.12).
4.b	Revised databases	10 working days after receiving technical direction (per Contract Clause H.12)
4.c	Final database	10 working days after receiving technical direction (per Contract Clause H.12) but no later than 10 days prior to the end of the period of performance.

VI. TRAVEL

This section provides a summary of the travel requirements described in Section V and provides assumptions for use in the cost proposal.

- Task 3.c:
 - Convening panel(s): The contractor holds a 1-day workshop with panel members to review the process and criteria for assigning coefficients of conservatism.
 - Assume 2-4 contract staff and 15-25 expert panel members attend a workshop.
 - Assume that one workshop will accommodate all panels convened based on recommendations in Task 3.b. (e.g., if more than one panel is convened, members from different panels will attend the same workshop).

VII. Quality Assurance Surveillance Plan (QASP)

EPA will judge performance using the following Quality Assurance Surveillance Plan (QASP).

Performance Requirement	Measureable Performance Standards	Surveillance Method	Incentives/Disincentives
Management and Communications: The Contractor shall maintain contact with the EPA TOCOR throughout the performance of the task order and shall immediately	Any issue adversely impacting project schedules, cost, time or quality shall be brought to the attention of the EPA TOCOR:	EPA TOCOR will identify unreported issues.	Four or more incidents where the contractor: <ul style="list-style-type: none"> • Does not provide timely notification; or • Created a severe adverse situation

Performance Requirement	Measureable Performance Standards	Surveillance Method	Incentives/Disincentives
bring potential problems to the attention of the EPA TOCOR. In cases where issues have a direct impact on field sampling activities, logistics, training, project schedules, cost, time, or quality, the contractor shall provide options for EPA's consideration on resolving the issues or mitigating their impacts.	<p>i) If the contractor requires EPA guidance, the contractor must contact EPA prior to completing the deliverable.</p> <p>ii) If the contractor identifies issues that are otherwise not urgent, the contractor shall contact EPA within 5 working days.</p>		<p>will be considered unsatisfactory performance and will be reported as such in the CPARS Performance Evaluation System under the category of Management.</p> <p>Fewer than four incidents where the contractor does not meet the measureable performance standard will be considered acceptable performance and will be reported as such in the CPARS Performance Evaluation System under the category of Management.</p>
<p>Cost Management and Control:</p> <p>The Contractor shall monitor, track, and accurately report cost and fee expenditures to EPA through progress reports and approved special reporting requirements. The Contractor shall assign appropriately leveled and skilled personnel to all tasks, practice and encourage time management, and ensure accurate and appropriate cost control.</p>	The contractor shall manage costs to the level of approved ceiling on the task order. The contractor shall notify the TOCOR, PO and CO when 75% of the approved funding ceiling for the task order is reached.	The TOCOR will compare actual versus projected expenditures on a monthly basis (via meetings, monthly progress reports & milestones established for each deliverable).	<p>Unsatisfactory rating under the category of Cost Control in CPARS when the contractor does not meet the measurable performance standards.</p> <p>An acceptable rating will be reported in the CPARS Performance Evaluation System under the category of Cost Control if the contractor meets the measureable performance standards and accurately reports the costs.</p>
<p>Technical Effort:</p> <p>The Contractor shall assign appropriately leveled and skilled personnel to all tasks; and abide by the contractor's QMP and NWCA 2016 QAPP.</p>	<p>No more than 25% of reviewed deliverables shall require revisions to meet the requirements.</p> <p>All of the trainers must meet the requirements in the PWS.</p>	100% of the deliverables will be reviewed by the EPA TOCOR to identify noncompliance issues.	Unsatisfactory rating under the category of Quality in CPARS when the contractor does not meet the measurable performance standards during an applicable period of performance.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY CPD		CODE CPD		7. ADMINISTERED BY (If other than Item 6)		CODE	
US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) GREAT LAKES ENVIRONMENTAL CENTER, INC. Attn: William J Arnold 739 HASTINGS STREET TRAVERSE CITY MI 496863458				(x)		9A. AMENDMENT OF SOLICITATION NO.	
						9B. DATED (SEE ITEM 11)	
				x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0008	
						10B. DATED (SEE ITEM 13) 03/15/2018	
CODE 800884181		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule							
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
CHECK ONE		A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
X		B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).					
		C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
		D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not. <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: 800884181 TOCOR: Greg Serenbetz Modification 1 is an administrative action that corrects a typographical that was displayed in the period of performance. LIST OF CHANGES: Reason for Modification : Other Administrative Action Period Of Performance Start Date changed from 27-MAY-16 to 15-MAR-18 Period Of Performance End Date changed from 26-MAY-21 to 30-NOV-18 Continued ...							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Sandra Stargardt-Licis			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)				ELECTRONIC SIGNATURE		03/15/2018	
				(Signature of Contracting Officer)			

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-C-16-008/0008/001	PAGE	OF
		2	2

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Section F: Clause, EPA-F-12-101, is incorporated as follows:</p> <p>EPA-F-12-101 PERIOD OF PERFORMANCE</p> <p>EPA-F-12-101 PERIOD OF PERFORMANCE</p> <p>The period of performance of this contract shall be from 03/15/2018 through 11/30/2018 inclusive of all required reports.</p> <p>Payment:</p> <p>RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Period of Performance: 03/15/2018 to 11/30/2018</p> <p>All other terms remain unchanged.</p>				

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SECTION A - Solicitation/Contract Form

A-1 Clauses

A-2 EPAAR 1552.237-72 KEY PERSONNEL. (APR 1984)

(b)(4)

SECTION B - Supplies or Services/Prices

B-1 Clauses

B-2 Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE

(a) The estimated cost of this contract is (b)(4)

(b) The fixed fee is (b)(4)

(c) The total estimated cost and fixed fee is \$87,678.

B-3 Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 11/30/2018.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds

Funding Action Estimated Cost Fixed Fee Total CPFF

Previous Amount \$0

This Modification (b)(4)

Total Funded \$87,678

Total Per Contract (b)(4)

Balance Unfunded \$0

SECTION C - Description/Specifications

C-1 Clauses

SECTION D - Packaging and Marking

D-1 Clauses

SECTION E - Inspection and Acceptance

E-1 Clauses

SECTION F - Deliveries or Performance

F-1 Clauses

F-2 Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE

The period of performance of this contract shall be from 03/15/2018 through 11/30/2018 inclusive of all required reports.

SECTION G - Contract Administration Data

G-1 Clauses

G-2 Local Clauses EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

Contract-Level Contracting Officers Representatives (CORs)/Project Officers for this contract are as follows:

TOCOR: Greg Serenbetz, Telephone: 202-566-1253, E-mail: Serenbetz.Gregg@epa.gov

ATOCORDanielle Grunzke, Telephone: 202-566-2876, E-mail: grunzke.danielle@epa.gov

Contracting Officials responsible for administering this contract are as follows:

Contracting Officer: Sandy Licis, Telephone: 513-487-2006 E-mail: Licis.Sandy@epa.gov

Contract Specialist: D'Andre Boulden, Telephone: 513-487-2079, E-mail: Boulden.DAndre@epa.gov

SECTION H - Special Contract Requirements

H-1 Clauses

SECTION I - Contract Clauses

I-1 Clauses

SECTION J - List of Documents, Exhibits and Other Attachments

J-1 List of Documents, Exhibits, and Other Attachments

Attachment Number	Title	Date	Number of Pages	Cross-Reference Material	Document Version
1	PWS: National Wetland Condition Assessment 2016: Vegetation Coefficients of Conservatism Values	03/08/2018	8		BASE

J-2 Clauses

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES	
						1 4	
2. AMENDMENT/MODIFICATION NO. P00002		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. See Schedule		5. PROJECT NO. (If applicable)	
6. ISSUED BY CODE		CP0D		7. ADMINISTERED BY (If other than Item 6) CODE			
CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) GREAT LAKES ENVIRONMENTAL CENTER, INC. Attn: William J Arnold 739 HASTINGS STREET TRAVERSE CITY MI 496863458				(x)			
				9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0008			
CODE 800884181		FACILITY CODE		10B. DATED (SEE ITEM 13) 03/15/2018			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule				(b)(4)			
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
x	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Bilateral - Mutual Agreement of the Parties						
	D. OTHER (Specify type of modification and authority)						
E. IMPORTANT: Contractor <input type="checkbox"/> is not. <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: 800884181							
The purpose of this modification is to: 1. Amend the PWS to include additional experts and expert panel members, resulting in an increase of (b)(4) in cost and fixed fee to line item 1. Additionally, this modification obligates funding in the amount of (b)(4) which fully funds this task order. 2. Update the Contracting Officer to Nicholas Bisher, 513-487-2652, bisher.nicholas@epa.gov. TOCOR: Greg Serenbetz Continued ...							
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Nicholas Bisher			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)				 (Signature of Contracting Officer)		ELECTRONIC SIGNATURE 09/13/2018	
NSN 7540-01-152-8070 Previous edition unusable				STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243			

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-C-16-008/0008/P00002PAGE OF
2 4

NAME OF OFFEROR OR CONTRACTOR

GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>LIST OF CHANGES:</p> <p>Reason for Modification: Supplemental Agreement for work within scope</p> <p>Total Amount for this Modification: (b)(4)</p> <p>New Total Amount for this Version: (b)(4)</p> <p>New Total Amount for this Award: (b)(4)</p> <p>Obligated Amount for this Modification: (b)(4)</p> <p>New Total Obligated Amount for this Award:</p> <p>(b)(4)</p> <p>Buyer changed</p> <p>from D'Andre Boulden</p> <p>to Nicholas Bisher</p> <p>Contracting Officer changed</p> <p>from Sandra Stargardt-Licis</p> <p>to Nicholas Bisher</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Total Amount changed</p> <p>from (b)(4)</p> <p>Obligated Amount for this Modification: (b)(4)</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:</p> <p>18-19-B-87FM-000BD4-2505-1887ME8028-001</p> <p>Beginning FiscalYear 18</p> <p>Ending Fiscal Year 19</p> <p>Fund (Appropriation) B</p> <p>Budget Organization 87FM</p> <p>Program (PRC) 000BD4</p> <p>Budget (BOC) 2505</p> <p>Job # (Site/Project)</p> <p>Cost Organization</p> <p>DCN-LineID 1887ME8028-001</p> <p>Quantity: 0</p> <p>Amount: (b)(4)</p> <p>Percent: (b)(4)</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>Continued ...</p>				

NAME OF OFFEROR OR CONTRACTOR
 GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 03/15/2018 to 11/30/2018				

Section B - Supplies or Services/Prices was revised as follows.

Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE

- (a) The estimated cost of this contract is (b)(4)
- (b) The fixed fee is (b)(4)
- (c) The total estimated cost and fixed fee is \$95,898.

Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 11/30/2018.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds

Funding Action Estimated Cost Fixed Fee Total CPFF

Previous Amount (b)(4)

This Modification (b)(4)

Total Funded (b)(4)

Total Per Contract \$95,898

Balance Unfunded \$0

Section G - Contract Administration Data was revised as follows.

Local Clauses EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

Contract-Level Contracting Officers Representatives (CORs)/Project Officers for this contract are as follows:

TOCOR: Greg Serenbetz, Telephone: 202-566-1253, E-mail: Serenbetz.Gregg@epa.gov

ATOCOR: Danielle Grunzke, Telephone: 202-566-2876, E-mail: grunzke.danielle@epa.gov

Contracting Officials responsible for administering this contract are as follows:

Contracting Officer: Nicholas Bisher, Telephone: 513-487-2652, E-mail: bisher.nicholas@epa.gov

Contract Specialist: Nicholas Bisher, Telephone: 513-487-2652, E-mail: bisher.nicholas@epa.gov

**Performance Work Statement
NARS2 Contract
RFP PR-OW-17-00344
EP-C-16-008 Task Order 0008**

A. TITLE: National Wetland Condition Assessment 2016: Vegetation Coefficients of Conservatism Values

B. EPA PERSONNEL

Task Order Contracting Officer Representative (TOCOR):

Name: Gregg Serenbetz
Office: Office of Water/Office of Wetlands, Oceans & Watersheds/ WRAPD/
Monitoring and Assessment Branch
Address: 1200 Pennsylvania Avenue NW, Washington, DC 20460
Telephone: 202-566-1253
E-mail: serenbetz.gregg@epa.gov

Alternate Task Order Contracting Officer Representative (TOCOR):

Name: Danielle Grunzke
Office: Office of Water/Office of Wetlands, Oceans & Watersheds/ WRAPD/
Monitoring and Analysis Branch
Address: 1200 Pennsylvania Avenue NW, Washington, DC 20460
Telephone: 202-566-2876
E-mail: grunzke.danielle@epa.gov

C. ESTIMATED PERIOD OF PERFORMANCE

Date of Award – November 30, 2018

D. TASK ORDER TYPE

Cost plus Fixed Fee (CPFF)

I. BACKGROUND:

The U.S. EPA, states, and other partners are conducting the second National Wetland Condition Assessment (NWCA). The survey is designed to evaluate the ecological condition of wetlands across the conterminous United States. Field crews collected biological, physical, and chemical data at 1,063 freshwater and brackish wetland sites during the spring and summer of 2016. These data are used to develop and calculate indicators of condition and stress for the population of assessed wetlands at national and regional scales.

An important indicator of biological condition for NWCA is a vegetation multi-metric index derived from the presence and cover of plant species observed at each wetland site and certain

traits assigned to each plant species. These traits include whether it is native to the location it was observed (“native status”) and its tendency to occur in disturbed versus near pristine conditions (“coefficient of conservatism” or “C-value”). C-values are thus needed for every plant observed in NWCA.

Unfortunately, C-values for individual species are not available for all states or regions where NWCA sampling occurred. For the first NWCA survey in 2011, U.S. EPA derived C-values for states lacking them by applying C-values for neighboring states and similar ecoregions. For the 2016 survey, U.S. EPA would like to assign state-level C-values for states lacking them using similar approaches as those applied in states or regions C-values already exist. The states lacking C-values occur primarily in the west and currently include Arizona, California, Idaho, Nevada, New Mexico, Oregon, Texas, and Utah.

A common approach used to assign C-values for plant species is to assemble a large panel of botanical and ecological experts (e.g., 15 or more) with field-based knowledge of the plants in the regions of interest. Panel members are given explicit written instructions on the criteria to be followed for assigning C-values, and these criteria are often explained to the panelists during a webinar or in-person workshop. Assignment of C-values is often accomplished in one of two ways: 1) the panelists make assignments for individual plant species by consensus during multi-day meetings, or 2) the assignments are made separately by each botanist and the resulting C-values for individual species are synthesized and assessed to determine if there is agreement (i.e., assigned values for a species are within 2-3 points on 10-point scale) or not. For species where the C-values are widely dissimilar, a reconciliation process is used to assign a final C-value. In some cases, webinars and conference calls must be held to accommodate schedules of the experts.

II. PURPOSE

The purpose of this task order is to assign state-level C-values for plants observed at NWCA sampling sites for states or regions of the country where they do not already exist. The types of support required for this project include technical support, C-value assignment from botanists and ecological experts with extensive field-based knowledge of wetland plants, transmittal of the results in database format, and a reconciled database at the conclusion of quality control procedures.

III. GOVERNMENT FURNISHED INFORMATION

EPA will post the following references in the NARS SharePoint site https://usepa.sharepoint.com/sites/OW_Community/nars/Contracts/ as they become available. The EPA TOCOR will provide revisions of draft documents.

- Reference 1: *National Wetlands Condition Assessment 2016: Quality Assurance Project Plan. (QAPP)*
- Reference 2: *NWCA 2016: Field Operations Manual. (FOM)*

- Reference 3: *NWCA 2016: Laboratory Methods Manual*. (LOM)
- Reference 4: NWCA 2011 and 2016 plant species data

IV. GENERAL REQUIREMENTS

In providing support under the tasks described in Section V, the contractor also shall adhere to the following general requirements:

1. Deliverables (see Contract PWS B.1)

Unless specified differently in the PWS or technical direction (per Contract Clause H.12), the contractor shall provide deliverables as electronic files transmitted by email.

Memoranda shall be placed on company letterhead and the subject line shall include the phrase “EPA Contract EP-C-16-0XX”. When transmitting deliverables by email, subject headers should include the contract, task order, and deliverable description (e.g., “EP-C-16-0XX TO01: QAPP Signature Pages”).

All electronic files shall be clearly named using the survey abbreviation “NWCA,” a logical abbreviation for the name of the document (e.g., CVALUES), the contractor name (abbreviated), and the date of edits to assist in version control (ex: NWCA_CVALUES_XX_YYYYMMDD). Final versions shall be provided to EPA in both the original format (e.g., Word, PowerPoint) and PDF versions (if necessary, EPA will modify the files to be Section 508 compliant).

Unless specified differently by the EPA TOCOR in technical direction (per Contract Clause H.12), the contractor shall ensure that documentation is created using Agency standard software formats (e.g., Microsoft Office) to facilitate EPA use and review.

2. Meetings (see Contract clause C.2)

Contractor personnel shall always identify themselves as contractor employees by name and organization and physically display that information through an identification badge. Contractor personnel are prohibited from acting as the Agency’s official representative. The contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the TOCOR.

The contractor shall immediately alert the EPA TOCOR to any anticipated event under the task order which may result in incurring an estimated \$20,000 or more cost, funded by EPA, specific to that event, meeting, training, etc. Those costs would include travel of both prime and consultant personnel, planning and facilitation costs, AV and rental of venue costs, etc. The EPA TOCOR will then prepare internal approval paperwork for the event and will advise the contractor when appropriate signatures have been obtained. At that point, effort can proceed for the event.

V. SCOPE OF WORK

Task 1. Monthly progress reports (See Contract Attachment 3; PWS C.3)

The contractor shall manage the Task Order (TO) and submit monthly progress and financial reports prepared and submitted in accordance with the contract clause, Contract Attachment 3, Reports of Work. The monthly progress and financial reports shall be broken out by task. The monthly progress report shall include project status, expenditures to date, unexpected problems or concerns, lessons learned, QA/QC activities, and next steps. The contractor also shall brief the TOCOR on progress during periodic (e.g., weekly) teleconferences during periods of intense activity.

Deliverables and Schedule under Task 1:

Task	Deliverable	Due
1	Progress and financial reports	Monthly
	Calls with EPA	Per written technical direction (per Contract Clause H.12)

Task 2. Quality Assurance (Contract PWS B.2)

Quality Assurance (QA) is an important component of EPA's work to assure that minimum quality standards are attained. The contractor shall address the QA requirements of this task order by adhering to the requirements and procedures identified in:

- The contractor's customized Quality Management Plan incorporated into this NARS contract;
- NWCA QA documents which document how quality assurance and quality control will be applied to the collection of environmental data for the survey. The documents relevant to support in this task order are:
 - NWCA QAPP

As demonstration of the contractor's:

- a. Commitment to adhere to the NWCA 2016 QAPP, the contractor's survey staff shall sign the page "Review & Distribution Acknowledgment and Commitment to Implement" ("signature page") in the introductory section of the approved QAPP. Survey staff include the contractor's Quality Assurance Officer; Task Order Leader; persons coordinating C-value assignments in Task 3; and other appropriate contractor and subcontractor personnel and consultants involved in survey operations (e.g., does not include budget tracking staff).
- b. Implementation of QA in performing the other tasks in this Performance Work Statement, the contractor shall document its QA activities as follows:

- i. Reports of relevant QA activities in any deliverable. All QA documentation prepared under the task order shall be considered non-proprietary.
 - ii. Monthly reports of QA activities performed during implementation of this task order. These monthly QA reports shall identify QA activities performed to support implementation of this task order, problems encountered, deviations from the NWCA QAPP, and corrective actions taken. The contractor shall include the QA report with the monthly progress report. In addition, the contractor shall immediately bring to the attention of the TOCOR, any QA problems that may affect the conduct of the tasks or the project, with recommendations for corrective actions.
 - iii. If any revision to the QAPP would affect ongoing work or necessitate revisions to previously provided deliverables, the contractor shall immediately notify the EPA TOCOR before implementation.
- c. Unless the TOCOR grants an exception, the contractor shall refrain from publishing findings based upon work conducted under this task order. This restriction shall remain in effect until EPA provides public access to the data.

Deliverables and Schedule under Task 2:

Task	Deliverable	Due
2a.	Signature pages for approved 2016 QAPP	QAO and TOL signature pages within 5 working days after receiving copy of page with EPA's QAO signature. Signature pages for other staff must be provided within 5 working days of their assignment to the task order.
	Signature page for revised QAPP	5 working days after receiving QAO-approved revision from EPA
2.b.i	Documentation of QA activities	With deliverables
2.b.ii	Monthly reports of QA activities	With monthly progress report
2.b.iii	Notification of projected impact due to QAPP revision	Immediately upon identification of issue

Task 3. C-value research and assignment (See Contract PWS C.1.a, C.5)

The contractor shall provide technical support for the assignment of coefficients of conservatism (C-values) to wetland plant species identified in certain western states during the 2016 field season for the purposes of indicator/parameter development and data analysis. The contractor shall identify a Lead Botanical or Ecological Expert to oversee technical aspects included in the following tasks.

- a. Review and compile current information on wetland plant C-values for specified states (Arizona, California, Idaho, Nevada, New Mexico, Oregon, Texas, and Utah).
 - a. Information gathered shall include the existence of C-value lists for specified states or regions encompassing the states, the sources and availability of the C-value data, and feasibility of using them for NWCA.
- b. Based on information found under Task 3.a., develop recommendation(s) for assignment of C-values at state or regional level (e.g., sufficient information for these regions and states exists to assign C-values; these states and regions require assembling an expert panel to assign C-values).
- c. After acceptance of recommendations by TOCOR, identify 14 botanical and ecological experts with field-based knowledge of wetland plants for states lacking C-values and convene panels to assign C-values to plants identified in NWCA. The Contractor shall provide support for these 14 experts to attend the panel meeting (see Section VI). In addition, EPA may send EPA staff to the panel meeting.
- d. Synthesize C-values and reconcile C-value assignments which had wide disagreement across the panels of experts.

Deliverables and Schedule under Task 3:

Task	Deliverable	Due
3.a	Summary of information on existence, sources, and data availability of C-values for wetland plants in specified states	10-20 working days, per technical direction (per Contract Clause H.12).
3.b	Recommendation(s) for assignment of C-values based on state or region	5-10 working days, per technical direction (per Contract Clause H.12)
3.c	Contact information and qualifications for botanical and ecological experts identified for panel(s)	10-15 working days, per technical direction (per Contract Clause H.12)
	Convening of panel(s)	20 working days after receiving technical direction (per Contract Clause H.12)
3.d	Synthesis of C-value assignments	60 working days after convening of panel(s) (per Contract Clause H.12)
	Reconciled C-value assignments	20 working days after synthesis of C-value assignments (per Contract Clause H.12)

Task 4. Final Database (See Contract PWS C.1.a, C.5)

The contractor shall provide revised and final databases for all C-value assignments obtained, either by identification of current C-value lists or by assignment through the convening of an

expert panel, under Task 3. The contractor shall provide:

- a. Responses to EPA's questions about the C-value assignments and database elements, as conveyed by the EPA TOCOR's technical direction.
- b. Revised databases that incorporate changes based upon EPA's review of the data identified by the EPA TOCOR's technical direction.
- c. Final database that incorporates revisions identified by the EPA TOCOR's technical direction.

Deliverables and Schedule under Task 4:

Task	Deliverable	Due
4.a	Email with responses to data questions	1-5 working days, per technical direction (per Contract Clause H.12).
4.b	Revised databases	10 working days after receiving technical direction (per Contract Clause H.12)
4.c	Final database	10 working days after receiving technical direction (per Contract Clause H.12) but no later than 10 days prior to the end of the period of performance.

VI. TRAVEL

This section provides a summary of the travel requirements described in Section V and provides assumptions for use in the cost proposal.

- Task 3.c:
 - Convening panel(s): The contractor holds a 1-day workshop with panel members to review the process and criteria for assigning coefficients of conservatism.
 - Assume 2-4 contract staff and 14 expert panel members attend a workshop.
 - Assume that one workshop will accommodate all panels convened based on recommendations in Task 3.b. (e.g., if more than one panel is convened, members from different panels will attend the same workshop).

VII. Quality Assurance Surveillance Plan (QASP)

EPA will judge performance using the following Quality Assurance Surveillance Plan (QASP).

Performance Requirement	Measureable Performance Standards	Surveillance Method	Incentives/Disincentives
Management and Communications: The Contractor shall maintain contact with the EPA TOCOR throughout the performance of the task order and shall immediately	Any issue adversely impacting project schedules, cost, time or quality shall be brought to the attention of the EPA TOCOR:	EPA TOCOR will identify unreported issues.	Four or more incidents where the contractor: <ul style="list-style-type: none"> Does not provide timely notification; or Created a severe adverse situation

Performance Requirement	Measureable Performance Standards	Surveillance Method	Incentives/Disincentives
bring potential problems to the attention of the EPA TOCOR. In cases where issues have a direct impact on field sampling activities, logistics, training, project schedules, cost, time, or quality, the contractor shall provide options for EPA's consideration on resolving the issues or mitigating their impacts.	i) If the contractor requires EPA guidance, the contractor must contact EPA prior to completing the deliverable. ii) If the contractor identifies issues that are otherwise not urgent, the contractor shall contact EPA within 5 working days.		will be considered unsatisfactory performance and will be reported as such in the CPARS Performance Evaluation System under the category of Management . Fewer than four incidents where the contractor does not meet the measureable performance standard will be considered acceptable performance and will be reported as such in the CPARS Performance Evaluation System under the category of Management.
Cost Management and Control: The Contractor shall monitor, track, and accurately report cost and fee expenditures to EPA through progress reports and approved special reporting requirements. The Contractor shall assign appropriately leveled and skilled personnel to all tasks, practice and encourage time management, and ensure accurate and appropriate cost control.	The contractor shall manage costs to the level of approved ceiling on the task order. The contractor shall notify the TOCOR, PO and CO when 75% of the approved funding ceiling for the task order is reached.	The TOCOR will compare actual versus projected expenditures on a monthly basis (via meetings, monthly progress reports & milestones established for each deliverable).	Unsatisfactory rating under the category of Cost Control in CPARS when the contractor does not meet the measurable performance standards. An acceptable rating will be reported in the CPARS Performance Evaluation System under the category of Cost Control if the contractor meets the measureable performance standards and accurately reports the costs.
Technical Effort: The Contractor shall assign appropriately leveled and skilled personnel to all tasks; and abide by the contractor's QMP and NWCA 2016 QAPP.	No more than 25% of reviewed deliverables shall require revisions to meet the requirements. All of the trainers must meet the requirements in the PWS.	100% of the deliverables will be reviewed by the EPA TOCOR to identify noncompliance issues.	Unsatisfactory rating under the category of Quality in CPARS when the contractor does not meet the measurable performance standards during an applicable period of performance.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 3	
2. AMENDMENT/MODIFICATION NO. P000003		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. PR-OW-19-00042	
5. PROJECT NO. (If applicable)					
6. ISSUED BY CODE CPOD		7. ADMINISTERED BY (If other than Item 6) CODE			
CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268					
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) GREAT LAKES ENVIRONMENTAL CENTER, INC. Attn: William J Arnold 739 HASTINGS STREET TRAVERSE CITY MI 496863458		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0008	
				10B. DATED (SEE ITEM 13) 03/15/2018	
CODE 800884181		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
x	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Bilateral - Mutual Agreement of the Parties
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 800884181

The purpose of this modification is to extend the period of performance from 11/30/2018 to 1/31/2019. This is a no-cost period of performance extension.

TOCOR: Greg Serenbetz Max Expire Date: 01/31/2019

LIST OF CHANGES:

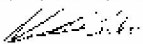
Reason for Modification: Supplemental Agreement for work within scope

Period Of Performance End Date changed from 30-NOV-18 to 31-JAN-19

Maximum Potential Expiration Date changed to : 01/31/2019

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Nicholas Bisher	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 11/08/2018

Previous edition unusable

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-C-16-008/0008/P00003	PAGE	OF
		2	3

NAME OF OFFEROR OR CONTRACTOR

GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	CHANGES FOR LINE ITEM NUMBER: 1 Start Date Added : 03/15/2018 End Date Added : 01/31/2019 Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 03/15/2018 to 01/31/2019				

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A-2 EPAAR 1552.237-72 KEY PERSONNEL. (APR 1984).....	4
SECTION B - Supplies or Services/Prices	5
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B-2 Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE	5
B-3 Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE	5
SECTION C - Description/Specifications	6
C-1 Clauses	6
SECTION D - Packaging and Marking	7
D-1 Clauses.....	7
SECTION E - Inspection and Acceptance	8
E-1 Clauses	8
SECTION F - Deliveries or Performance.....	9
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SECTION A - Solicitation/Contract Form

A-1 Clauses

A-2 EPAAR 1552.237-72 KEY PERSONNEL. (APR 1984)

Key Personnel:	(b)(4)
(b)(4)	

SECTION B - Supplies or Services/Prices

B-1 Clauses

B-2 Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE

(a) The estimated cost of this contract is (b)(4)

(b) The fixed fee is (b)(4)

(c) The total estimated cost and fixed fee is \$95,898.

B-3 Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 11/30/2018.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds

Funding Action Estimated Cost Fixed Fee Total CPFF

Previous Amount (b)(4)

This Modification (b)(4)

Total Funded (b)(4)

Total Per Contract \$95,898

Balance Unfunded \$0

SECTION C - Description/Specifications

C-1 Clauses

SECTION D - Packaging and Marking

D-1 Clauses

SECTION E - Inspection and Acceptance

E-1 Clauses

SECTION F - Deliveries or Performance

F-1 Clauses

F-2 Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE

The period of performance of this contract shall be from 03/15/2018 through 1/31/2019 inclusive of all required reports.

SECTION G - Contract Administration Data

G-1 Clauses

G-2 Local Clauses EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

Contract-Level Contracting Officers Representatives (CORs)/Project Officers for this contract are as follows:

TOCOR: Greg Serenbetz, Telephone: 202-566-1253, E-mail: Serenbetz.Gregg@epa.gov

ATOCOR: Danielle Grunzke, Telephone: 202-566-2876, E-mail: grunzke.danielle@epa.gov

Contracting Officials responsible for administering this contract are as follows:

Contracting Officer: Nicholas Bisher, Telephone: 513-487-2652, E-mail: bisher.nicholas@epa.gov

Contract Specialist: Nicholas Bisher, Telephone: 513-487-2652, E-mail: bisher.nicholas@epa.gov

SECTION H - Special Contract Requirements

H-1 Clauses

SECTION I - Contract Clauses

I-1 Clauses

SECTION J - List of Documents, Exhibits and Other Attachments

J-1 List of Documents, Exhibits, and Other Attachments

Attachment Number	Title	Date	Number of Pages	Cross-Reference Material	Document Version
1	PWS: National Wetland Condition Assessment 2016: Vegetation Coefficients of Conservatism Values	03/08/2018	8		BASE
1	Performance Work Statement Revised 7/31/2018	07/31/2018	8		P00002
2	EP-C-16-008/0008/P00002 signed	09/13/2018	4		P00002

J-2 Clauses

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES	
						1 3	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
P00004		See Block 16C					
6. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)		CODE	
CPOD							
US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)				(x)			
GREAT LAKES ENVIRONMENTAL CENTER, INC. Attn: William J Arnold 739 HASTINGS STREET TRAVERSE CITY MI 496863458							
				9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0008			
				10B. DATED (SEE ITEM 13) 03/15/2018			
CODE 800884181		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule							
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
X	D. OTHER (Specify type of modification and authority) Unilateral - FAR 52.249-14 Excusable Delays						
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
DUNS Number: 800884181							
The purpose of this modification is to extend the period of performance from 1/31/2019 to 3/02/2019. This is a no-cost period of performance extension. This extension was agreed to by the parties by email on 1/28/2019 due to the federal government shutdown.							
TOCOR: Greg Serenbetz Max Expire Date: 01/31/2019							
LIST OF CHANGES:							
Reason for Modification: Supplemental Agreement for work within scope							
Period of Performance End Date changed from 31-JAN-19 to 02-MAR-19							
CHANGES FOR LINE ITEM NUMBER: 1							
End Date changed from 31-JAN-19 to 02-MAR-1							
Continued ...							
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Nicholas Bisher			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)				 (Signature of Contracting Officer)		ELECTRONIC SIGNATURE 01/29/2019	

NAME OF OFFEROR OR CONTRACTOR
 GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Delivery: 1 Days After Award Delivery Location Code: CPOD CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268 USA Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 03/15/2018 to 03/02/2019				

Section F - Deliveries or Performance was revised as follows.

Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE

The period of performance of this contract shall be from 03/15/2018 through 3/02/2019 inclusive of all required reports.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 3
2. AMENDMENT/MODIFICATION NO. P00005	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO. PR-OW-19-00278	5. PROJECT NO. (If applicable)
6. ISSUED BY CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268	CODE CPOD	7. ADMINISTERED BY (If other than Item 6)	CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) GREAT LAKES ENVIRONMENTAL CENTER, INC. Attn: William J Arnold 739 HASTINGS STREET TRAVERSE CITY MI 496863458		(x)	9A. AMENDMENT OF SOLICITATION NO.
			9B. DATED (SEE ITEM 11)
		x	10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0008
			10B. DATED (SEE ITEM 13) 03/15/2018
CODE 800884181	FACILITY CODE		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

(b)(4)

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) Bilateral - FAR 52.232-22

E. IMPORTANT: Contractor ☐ is not ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 800884181

The purpose of this modification is to deobligate unexpended funding in the amount of (b)(4) See the Limitation of Funds Notice Clause for the cost-free breakout.

TOCOR: Greg Serenbetz Max Expire Date: 01/31/2019

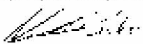
LIST OF CHANGES:

Reason for Modification: Funding Only Action

Obligated Amount for this Modification: (b)(4)

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Nicholas Bisher	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 04/18/2019

Previous edition unusable

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-C-16-008/0008/P00005PAGE OF
2 3

NAME OF OFFEROR OR CONTRACTOR

GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>New Total Obligated Amount for this Award: (b)(4)</p> <p>Incremental Funded Amount changed: from (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this Modification: (b)(4) Incremental Funded Amount changed from (b)(4) (b)(4)</p> <p>Incrementally Funded through date of 03/02/2019 is added</p> <p>CHANGES FOR ACCOUNTING CODE: 18-19-B-87FM-000BD4-2505-1887ME8028-001 Amount changed (b)(4)</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Period of Performance: 03/15/2018 to 03/02/2019</p>				

Section B - Supplies or Services/Prices was revised as follows.

Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 03/02/2019.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds

Funding Action Estimated Cost Fixed Fee Total CPFF

Previous Amount (b)(4)

This Modification (b)(4)

Total Funded (b)(4)

Total Per Contract \$95,898

Balance Unfunded (b)(4)

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-C-16-008/0008/P00006PAGE OF
2 2

NAME OF OFFEROR OR CONTRACTOR

GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Section I: Clause titled "Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment. (AUG 2020)" is incorporated by reference.</p> <p>Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment. (AUG 2020)</p> <p>The purpose of this modification is to incorporate the attached EPA blanket administrative modification signed by Raoul Scott on July 30, 2020 and to change the Contract Specialist to Amanda Toole and to change the Contracting Officer to Sandra Stargardt-Licis. All other terms and conditions remain unchanged.</p> <p>Payment:</p> <p>RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Period of Performance: 03/15/2018 to 03/02/2019</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE	OF	PAGES
2. AMENDMENT/MODIFICATION NUMBER		3. EFFECTIVE DATE 08/13/2020		4. REQUISITION/PURCHASE REQUISITION NUMBER		5. PROJECT NUMBER (If applicable)	
6. ISSUED BY Raoul D. Scott, Director OMS/ARM/OAS/Policy, Training and Oversight Division US Environmental Protection Agency, Mail Code 3802R 1200 Pennsylvania Avenue, NW Washington, DC 20004		7. ADMINISTERED BY (If other than Item 6)		CODE			
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code) To All EPA Contractors				<input checked="" type="checkbox"/> (X)		9A. AMENDMENT OF SOLICITATION NUMBER	
				<input type="checkbox"/>		9B. DATED (SEE ITEM 11)	
				<input checked="" type="checkbox"/> (X)		10A. MODIFICATION OF CONTRACT/ORDER NUMBER To all EPA Contracts and Orders	
				<input type="checkbox"/>		10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE					

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
 (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted;
 or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.
IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.
<input type="checkbox"/>	
<input checked="" type="checkbox"/> (X)	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

This contract/order is being modified in accordance with the applicability instructions in interim FAR Case 2019-009, and FAR 4.2105, requiring contracting officers to include FAR clause 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

See attached for the full text version of FAR 52.204-25. Contractor Acknowledgment of receipt required.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Raoul D. Scott, Director Policy, Training and Oversight Division	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA RAOUL SCOTT Digitally signed by RAOUL SCOTT Date: 2020.07.30 11:40:17 -04'00'	16C. DATE SIGNED
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

Previous edition unusable

52.204-25 Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

As prescribed in 4.2105(b) and in the applicability instructions in interim FAR Case 2019-009, insert the following clause:

Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (Aug 2020)

(a) Definitions. As used in this clause—

Backhaul means intermediate links between the core network, or backbone network, and the small subnetworks at the edge of the network (e.g., connecting cell phones/towers to the core telephone network). Backhaul can be wireless (e.g., microwave) or wired (e.g., fiber optic, coaxial cable, Ethernet).

Covered foreign country means The People's Republic of China.

Covered telecommunications equipment or services means—

(1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);

(2) For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);

(3) Telecommunications or video surveillance services provided by such entities or using such equipment; or

(4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Critical technology means—

(1) Defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations;

(2) Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled-

(i) Pursuant to multilateral regimes, including for reasons relating to national security, chemical and biological weapons proliferation, nuclear nonproliferation, or missile technology; or

(ii) For reasons relating to regional stability or surreptitious listening;

(3) Specially designed and prepared nuclear equipment, parts and components, materials, software, and technology covered by part 810 of title 10, Code of Federal Regulations (relating to assistance to foreign atomic energy activities);

(4) Nuclear facilities, equipment, and material covered by part 110 of title 10, Code of Federal Regulations (relating to export and import of nuclear equipment and material);

(5) Select agents and toxins covered by part 331 of title 7, Code of Federal Regulations, part 121 of title 9 of such Code, or part 73 of title 42 of such Code; or

(6) Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

Interconnection arrangements means arrangements governing the physical connection of two or more networks to allow the use of another's network to hand off traffic where it is ultimately delivered (e.g., connection of a customer of telephone provider A to a customer of telephone company B) or sharing data and other information resources.

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of the producer or provider of covered telecommunications equipment or services used by the entity that excludes the need to include an internal or third-party audit.

Roaming means cellular communications services (e.g., voice, video, data) received from a visited network when unable to connect to the facilities of the home network either because signal coverage is too weak or because traffic is too high.

Substantial or essential component means any component necessary for the proper function or performance of a piece of equipment, system, or service.

(b) Prohibition. (1) Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. The Contractor is prohibited from providing to the Government any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR 4.2104.

(2) Section 889(a)(1)(B) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2020, from entering into a contract, or extending or renewing a contract, with an entity that uses any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR 4.2104. This prohibition applies to the use of covered telecommunications equipment or services, regardless of whether that use is in performance of work under a Federal contract.

(c) *Exceptions.* This clause does not prohibit contractors from providing—

(1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(d) Reporting requirement.

(1) In the event the Contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Contractor is notified of such by a subcontractor at any tier or by any other source, the Contractor shall report the information in paragraph (d)(2) of this clause to the Contracting Officer, unless elsewhere in this contract are established procedures for reporting the information; in the case of the Department of Defense, the Contractor shall report to the website at <https://dibnet.dod.mil>. For indefinite delivery contracts, the Contractor shall report to the Contracting Officer for the indefinite delivery contract and the Contracting Officer(s) for any affected order or, in the case of the Department of Defense, identify both the indefinite delivery contract and any affected orders in the report provided at <https://dibnet.dod.mil>.

(2) The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause

(i) Within one business day from the date of such identification or notification: the contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

(ii) Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: any further available information about mitigation actions undertaken or recommended. In addition, the Contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

(e) *Subcontracts*. The Contractor shall insert the substance of this clause, including this paragraph (e) and excluding paragraph (b)(2), in all subcontracts and other contractual instruments, including subcontracts for the acquisition of commercial items.

(End of clause)